

Division of Environmental Health - Division Office Administration

No statutory authority. GS 143B-279.3; GS 159G-38; GS 130A-34.1; GS 130A-231; GS 106-307.2; GS 104E-9; GS 90A-51; GS 159G-30; GS 130A-21; GS 159G-39; GS 159G-37; GS 159G-6; GS 166A-6.1

Division Office Administrative staff which consists of Director, Deputy Director, Finance Office, Human Resources Office and Public Information Officer. The Division Director and Deputy Director are responsible for the management of six sections with approximately 300 employees. The Director and Deputy Director provide oversight and technical direction to the section chiefs related to public water supply, on-site wastewater and well water protection, public health pest management, radiation protection, environmental health services and shellfish sanitation and recreational water quality. The Division is also responsible for the Water Treatment Facility Operators' Certification Board, Well Contractors' Certification Commission and the Radiation Protection Commission. The Finance Officer is responsible for a budget of approximately \$43.5 million. Finance office staff are responsible for all grants management, contracts, payments and oversight, accounts payables, accounts receivables, cash management, purchasing and approval, fixed asset system, division leased space, travel approval and processing, management of tort/settlement claims/payments, and special funds. The Human Resources Office is responsible for assisting

	Cost Center(s)	2007-2008	2008-2009	2009-2010	Authorized 2010-2011
Budget 14300					
Appropriations	14904901	\$ 549,075	\$ 759,924	\$ 737,342	\$ 720,525
Receipts	14754752	\$ 18,604	\$ 19,070	\$ 19,327	\$ 19,768
Receipts	2106	\$ 22,580	\$ 23,279	\$ 23,593	\$ 24,135
Federal	14904904	\$ 32,446	\$ 33,280	\$ 30,640	\$ -
Total		\$ 622,705	\$ 835,553	\$ 810,902	\$ 764,428
Expenditures					
Appropriations	14904901	\$ 481,255	\$ 739,223	\$ 632,421	N/A
Receipts	14754752	\$ 18,604	\$ 19,070	\$ 19,327	N/A
Receipts	2106	\$ 22,580	\$ 23,279	\$ 23,593	N/A
Federal	14904904	\$ 32,446	\$ 33,280	\$ 30,640	N/A
Total		\$ 554,886	\$ 814,852	\$ 705,981	N/A
Full-time Equivalent Positions					
Appropriations	14904901	9.5	9.5	10	8
Receipts	14754752	0.5	0.5	0.5	0.5
Receipts	2106	0.5	0.5	0.5	0.5
Federal	14904904	0.5	0.5	0	
Federal	6507				1
Total		11	11	11	10